

**METROPOLITAN GOVERNMENT OF NASHVILLE  
AND DAVIDSON COUNTY  
DEPARTMENT OF CODES ADMINISTRATION**

**METROPOLITAN PLUMBING CONTRACTOR APPLICATION FOR REGISTRATION  
Master Plumber and Septic Tank & Overflow Registration**

Name of Licensed Individual \_\_\_\_\_ Certificate Number \_\_\_\_\_ Date \_\_\_\_\_

Home Address \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Area Code Home Telephone Number

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Please Print Name \_\_\_\_\_ Signature of Licensed Individual \_\_\_\_\_

In accordance with the requirements of the Metropolitan Code, Chapter 16.16, Section 780, I/We hereby make application as a Registered Metropolitan Plumbing Contractor.

Firm Name \_\_\_\_\_

Firm's Address \_\_\_\_\_ Local/Toll Free Phone No. ( ) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Will you be employed other than as the License Holder for the above listed firm? \_\_\_\_\_ (Yes or No)  
If so, by whom? \_\_\_\_\_ Number of hours per week? \_\_\_\_\_

I hereby certify that the above information is true to the best of my knowledge, and the above Metropolitan Plumbing License holder is employed full time, and I further attest to the validity of the above signature.

Please Print Name \_\_\_\_\_ Sole Proprietor, Partner, or Corporate Officer must sign here \_\_\_\_\_

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

Personally appeared before me, \_\_\_\_\_, a Notary Public in and for said State and County, the within named, \_\_\_\_\_ has the authority and thereby executed the within instrument for the purpose therein contained.

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_  
NOTARY PUBLIC \_\_\_\_\_ My Commission Expires \_\_\_\_\_

APPROVED \_\_\_\_\_  
Director, Department of Codes Administration Chairman, Board of Plumbing Examiners  
\_\_\_\_\_  
Date Date

Licenses and Insurance Required:

Davidson County Business License Number  
Metropolitan Permit Bond (\$40,000 Bond) (must be in company name)  
Certificate of Insurance (\$300,000 General)

Incomplete applications will not be accepted. When submitting this Registration, the Bond, Certificate of Insurance and Business License must be attached.

Mail or deliver Registration with required information to:

Department of Codes Administration  
800 Second Avenue, South  
P.O. Box 196300  
Nashville, TN 37219-6300  
615-862-6598



**METROPOLITAN PLUMBING  
INSTRUCTIONS FOR REGISTRATION**

Upon successful completion of the **Master Plumber, Journeyman Plumber or Septic Tank & Overflow** examination, you must complete a Registration form and obtain your license.

The license fees are as follows:

Master Plumber - \$100.00

Journeyman Plumber - \$ 25.00

Septic Tank & Overflow - \$ 75.00

**STEP I**

To apply for Registration as a Nashville and Davidson County Plumbing Contractor, please complete the "*Application for Registration as a Plumbing Contractor*". The applicant who holds the Master Plumber or Septic Tank & Overflow Installer must complete the form.

**STEP II**

The sole proprietor, partner or corporate officer must sign the Registration form, verifying all information on the Registration form is true, and attest to the validity of the applicant's signature.

**STEP III**

The Registration form must be notarized by a Notary Public attesting to the validity of the applicant and/or sole proprietor, partner or corporate officer's signature.

**STEP IV**

The Board of Plumbing Examiners and Appeals will not approve registration until the following documentation is provided:

- Metropolitan Government/Davidson County Registration Form
- Metropolitan Permit Bond - \$40,000 Original bond required – in Company's name
- Certificate of Insurance, General Liability, minimum amount \$300,000 \*Certificate Holder must be Metropolitan Government/Codes Administration, 800 2<sup>nd</sup> Avenue, South, P.O. Box 196300 Nashville, TN 37219
- Davidson County Business License 615-862-6050
- Local or Toll Free Telephone Number

This documentation is to be furnished to the Department of Codes Administration, Administrative Office, before issuance of Plumbing Permits. Incomplete Applications for Registrations will not be accepted.

**STEP V**

Once approval is granted, the applicant will be allowed to obtain Plumbing Permits. The individual who holds the Davidson County License, and who is the Registered Applicant must sign any permits obtained.

Mail or deliver Registration with required information to:

Department of Codes Administration  
800 Second Avenue, South  
P.O. Box 196300  
Nashville TN 37219-6300  
615-862-6598